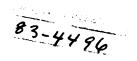
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5 October 1983

MEMORANDUM FOR: Deputy Director for Administration

FROM : Clarus W. Rice

Director of Central Reference

SUBJECT : Improved Headquarters Television and Film Services

- 1. OCR's Graphics Services Branch is nearing completion of major renovations to its television recording and film projection facilities, located in the IE corridor, Headquarters Building. We are planning to restore full service in the area on 24 October.
- 2. Through technical enhancements and the purchase of new equipment, we have improved the recording, editing and projection of television news and current events programs of interest to Agency analysts. Motion picture and slide projection capabilities have also been upgraded. Additionally, the two main theaters have been completely refurbished, and two private television viewing carrels have been built in the theater complex.

3. We hope that Agency person unavailability of the theaters du	nnel who have been inconvenienced by the ring the last few months will find the
improvements worth the wait. Info programs and use of the theaters i	ormation about specific television and fi may be obtained by calling Graphics Servi
Branch on extension Headquarters.	or by visiting GSB in Room 1E4822,
	Clarus W. Rice

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